



## Accessing a Copy of Office in Microsoft Office 365

- 1) Go to [www.office.com](http://www.office.com)
- 2) Click on the **Sign In** button



- 3) On the next screen, enter in your **MEID@maricopa.edu** and click next. This will begin the Maricopa authentication process.
- 4) The Maricopa Sign In page will load. Enter you MEID and password



Enter your MEID and password:

[Forgot password?](#)

[Sign in](#)

- 6) After you have successfully authenticated, you should get you to the Office for Windows or macOS page where you can download and install the programs. Click the **Install Office** button, and choose **Office 365 Apps**, to download and install a copy on your device.

